



**OFFICE OF MANAGEMENT AND BUDGET**  
**Government Support Services**  
**100 Enterprise Place, Suite 4**  
**Dover, Delaware 19904**

TO:

FROM: Dean W. Stotler  
Director

DATE:

SUBJECT: Enter Contract Number.

Your solicitation request has been reviewed and the following decision has been determined by Government Support Services.

- ☐ Request for posting has not been approved at this time for the following reason (s):
- ☐ Central Mandatory Use contract enter contract number meets the described need and should be utilized instead of a new award.
  - ☐ Existing agency contract enter contract number with enter agency administering contract meets the described need and should be utilized instead of a new award.  
Please contact agency contract officer name to arrange use of contract.
  - ☐ Standardized offering is provided in contract enter contract number.. Agency is required to use standard offering or provide additional justification why standard offering is not in the best interest of the State.
- ☐ Request for posting is being returned due to incomplete submission. Please complete the missing items and resubmit to [contracting@state.de.us](mailto:contracting@state.de.us).  
Missing items: